1. Which three questions should you ask yourself to make a goal specific?   0.75 / 1 point

☑ Where should it be delivered?

    ⊘ Correct
    When writing a goal, you may want to include where exactly the goal will be delivered.

☑ Can it be reasonably reached?

    ⊗ This should not be selected
    This is a question you would ask to determine if the goal is attainable.

☑ Who is involved?

    ⊘ Correct
    When creating your goal, you'll want to state who the goal involves.

☑ What do I want to accomplish?

    ⊘ Correct
    When crafting a goal, you want to explain what will be done.

2. Which of the following is an example of a measurable goal? Select all that apply.   0.5 / 1 point

☑ Reduce employee turnover

    ⊗ This should not be selected
    This goal is not measurable because it does not include an indicator of progress. Including metrics such as figures and numbers in your project goals can help you measure when the goal has been met.

☑ Increase market reach

    ⊗ This should not be selected
    This objective doesn't include criteria for measuring progress. Adding quantifiable or tangible metrics—such as figures and numbers—to your project goals can help you determine when the goal has been met.

☑ Increase product revenue by 5%

    ⊘ Correct
    Measurable goals generally include metrics, like figures and numbers, that help the project team determine when the objective is met.

☑ Achieve a 20% improvement in customer satisfaction ratings based on post-support survey results

⊘ **Correct**
Measurable goals allow you to assess the success of your project based on quantifiable or tangible metrics, such as dollar amounts, percentages, number of outputs, and quantities.

3. What's a strategy to determine if a goal is attainable?   1 / 1 point

    ⦿ Break down the goal into smaller parts
    ◯ Ask the stakeholders
    ◯ Post the goal on a project management forum for feedback
    ◯ Hire a goal-setting coach

    ⊘ **Correct**
    Taking a complicated goal and breaking it down into smaller, achievable steps can help you determine if it seems reasonable for your team to accomplish.

4. What can you do to determine if a goal is relevant?   1 / 1 point

    ◯ Compare it to goals the organization set in previous years.
    ⦿ Consider if the goal matches the organization's other needs and priorities.
    ◯ Compare it to the project goals of the organization's three closest competitors.
    ◯ Ask a project manager on another team.

    ⊘ **Correct**
    The goal needs to align with the organization's other goals, priorities, and values. Everyone involved should feel like the goal is worth supporting.

5. Which of the following are examples of key results? Select all that apply.   0.5 / 1 point

    ☑ Increase the number of website visitors by 25%

    ⊘ **Correct**
    A key result details how to tangibly measure the success of the objective. This is an example of a key result for the objective: launch a new website.

    ☑ Successfully process 50 online orders

    ⊘ **Correct**
    A key result details how to tangibly measure the success of the objective. This is an example of a key result for the objective: implement online ordering.

    ☑ Implement online ordering

$\otimes$ This should not be selected
This is an example of an objective, not a key result. Key results are the measurable outcomes that objectively define when an objective has been met.

☑ Launch a website redesign

$\otimes$ This should not be selected
This is an example of an objective, which is similar to a project goal. Key results are the measurable outcomes that objectively define when an objective has been met.

6. Which of the following are objectives and key results (OKRs) development best practices? Select all that apply.   0.75 / 1 point

☑ Objectives should be motivational and inspiring.

$\oslash$ Correct
Project objectives should be aspirational, aligned with organizational goals, action-oriented, concrete, and significant.

☑ OKRs are a resource that should be linked to the project plan.

$\oslash$ Correct
The project manager should document all OKRs and link to them in the project plan for visibility.

☑ Key results should be tactical and specific.

$\oslash$ Correct
Key results should challenge the project manager and the team to stretch their abilities and achieve more.

☑ Each key result should have 2-3 objectives

$\otimes$ This should not be selected
Project managers should aim to create 2–3 *key results* for each objective. When developing OKRs, the objectives should be motivational and inspiring, the key results should be tactical and specific, and the project manager should link the OKRs to the project plan.